DEPARTMENTS OF THE ARMY AND THE AIR FORCE
NATIONAL GUARD BUREAU
1411 JEFFERSON DAVIS HIGHWAY
ARLINGTON, VA 22202-3231

MEMORANDUM FOR Air National Guard Command Chief Master Sergeants

From: NGB/CF
1411 Jefferson Davis Highway
Arlington, VA 22202-3231

SUBJECT: ANG First Sergeant Assignment Policy

Due to the ongoing Combat Wing Reorganization there is a need to update the NGB/CF First Sergeant Policy/Grade Structure letter dated 14 Mar 2001. The following information is provided as interim guidance pending the publication of a new policy letter.

The Maintenance Group headquarters element and the Maintenance Operations Flight will receive first sergeant support from either the Maintenance Squadron or Aircraft Maintenance Squadron.

As functional manager for the First Sergeant program within a Wing or installation, the Wing Command Chief Master Sergeant (CCM) will determine the appropriate assignment for his or her respective Wing. CCM's should coordinate with the appropriate commanders to ensure that the assignment meets the needs of both the individual unit and Wing. Due to grade ceiling restrictions within the ANG, under no circumstances will the assignment result in a member's grade being increased. First Sergeants grade assignments are outlined in the NGB/CF First Sergeant Policy/Grade Structure letter dated 14 Mar 2001.

If you have any questions regarding this issue please contact CMSgt Allen Usry at DSN: 493-7609, Comm (334) 953-7609 or e-mail: William.Usry@maxwell.af.mil.

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